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13 OCT 1969

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Personnel Report - Week Ending 10 October 1969

1. Personnel Directors Conference: I attended the IAC Personnel Directors Conference in Charlottesville at the Federal Executive Institute October 8 through 10. Having been asked to serve as a member of the steering committee of this session, I am pleased to report that the unstructured style of the conference was very well received by the participants and, as a consequence, from all reports this was one of the best such conferences to date. I chaired one of the group discussions on the subject of "The Young Employee in the Bureaucracy." I am forwarding separately a draft of a memorandum which the President will shortly be sending to the Heads of Executive Departments and Agencies dealing with the evaluation of manpower management and the role of the Director of Personnel. It is clear that Chairman Hampton of the Commission is going to bring increased emphasis to the role of the Personnel Directors by every means at his disposal.

2. Reserve Affairs: The third running of the Military Psychological Operations Course started on 6 October 1969. Twenty-five Agency Military Reservists are attending. The first day of this course was held in the Magazine Building and the remainder of the two-week course is at the [REDACTED]

3. Blood Donations for October: One hundred forty (140) pints of blood were donated on 7 October. This is about the same amount as donated in the

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previous three months. We expect an increase in donations in the coming months--vacations are over!

4. Price Increase--Barbershop: Effective 1 November 1969 the price of haircuts in the Agency Barbershop will be increased to \$2.25.

5. Combined Federal Campaign: Training Sessions for CFC keymen were conducted on 9 and 10 October. The Agency drive starts today and will continue through 7 November.

6. Employee Activity Association Fair: An EAA Activities Fair will be conducted this week on the first floor of Headquarters Building along the inner courtyard windows of "J" corridor. This affords each of EAA's clubs and activities an opportunity to present exhibits or displays concerning their particular program. Club members will be available each day between 12 noon and 1 p.m. to answer questions and pass out informative material to interested individuals.

/s/ Robert S. Wattles

Robert S. Wattles
Director of Personnel

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